## Identifier type for OtherIDs

## What it does:

Adding the table entry Allows you to add options for the other numbers that may be associated with a person, such as Drivers License number or DOC number or the number used for this person in another computer system.

## Adding the table entry

| Menu   Tables   Generic Validation Tables   IDType |                                     |   |
|--|-------------------------------------|---|
|  | Code: DLN                           | _ |
|  | Short description:* Drivers license | _ |
|  | Long description:* Drivers license  | - |
|  | On Docket(Y/N):                     | - |
|  | Case (Y/N/ ): n                     | - |
|  | Copy (Y/N):                         | - |
|  | Active:* • Yes • No                 |   |

- Code Choose a code. It can be 1-4 characters.
- Short description The short description can be up to 15 characters
- **Long description** The long description is what the users see, it can be up to 50 characters long.
- On docket (Y/N) If Y, and if the Other ID is associated with the scheduled case, it will appear on the court docket.
- Case (Y/N) If Y, then a case must be tied to this number type. If N, then a case can NOT be tied to it. If it is blank, then it doesn't matter whether a case is tied to it or not. For example, a driver's license number is the same regardless of what types of cases they have so it is a N. However, if you were adding a child support case and wanted to link the ISETS# or TCSES# number to it, it would be case specific because a person may have multiple child support cases for that type of ID would be a Y.
- Copy (Y/N) If Y, then when updating on the Edit Other ID screen, other people with the same ID will automatically be selected so this ID is added to their name as well.

Click the **Update** button to save your work.

10/28/2018 IDTYPE Page | 1